

# 2016-2017

## Guide to Graduate Studies



# GENESEO

THE STATE UNIVERSITY OF NEW YORK

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\*Please note that this program is only offered when enrollment numbers allow: minimum of 10 students required.

# GRADUATE STUDIES

Office of Graduate Studies  
585-245-5855

Geneseo provides Master's degree programs in Accounting, and Education. Most programs are offered for full-time or part-time students, with courses generally scheduled in the late afternoon and evening. Internship and other field placement courses usually require students to be enrolled on a full-time basis for the duration of the internship.

Inquiries concerning graduate study in all areas should be referred to the Director of Graduate Studies, Dr. Savi Iyer (iyer@geneseo.edu).

## ADMISSION TO THE GRADUATE PROGRAM

Admission to the College is based upon the academic and personal qualifications of applicants and is granted without regard to age, color, disability, marital status, national origin, sex, sexual orientation, religion, race, or status as a disabled or Vietnam-era veteran. The candidate selection process is highly competitive; the College attempts to identify those individuals who will most benefit from the curricular and co-curricular programs offered. Applicants can be considered for a Master's degree program, for non-degree status, or as a non-matriculated graduate student.

All applicants seeking admission as degree or non-degree students must provide evidence of (1) having earned a baccalaureate degree at an accredited institution of higher education, and (2) an undergraduate record which indicates a potential for success in graduate study. Graduates of colleges and universities that are not accredited may be admitted on a provisional basis.

A complete application for degree status must include:

1. completed application form;
2. official transcript(s) from all institutions of higher education attended; all education admits must possess a cumulative GPA of 3.0;
3. scores on the Graduate Management Admission Test (GMAT) for Accounting; scores on the Graduate Record Examination or Miller Analogies Test for education programs;
4. letters of recommendation from two persons who can attest to the academic potential for graduate study and personal character of the applicant;
5. other special requirements (as noted in individual program descriptions), which may include proof of New York State certification and a written response to an essay prompt.
- 6.

Note: applicants to the education programs, who do not meet the admissions requirement above, may apply for a waiver.

Admission of applicants is determined by the Deans and faculty members of the School concerned in consultation with the Director of Graduate Studies. To apply for a graduate program, please visit the Admissions Office website at [http://www.geneseo.edu/graduate\\_admissions](http://www.geneseo.edu/graduate_admissions).

## MASTER'S DEGREE REQUIREMENTS

Each graduate degree program is fully described in this *Guide*. The following general academic policies must be followed in meeting master's degree requirements.

### **Plan of Study**

Each student in a Master's degree program follows a formal plan of study, which he/she draws up in consultation with a faculty advisor. Although practices vary within each program, the College highly recommends that students file a formal plan before beginning graduate study and, certainly, no later than midterm of the first semester of graduate study. Changes in the formal program must be approved by the director of the student's graduate program (or designee). Students should consult the office of their graduate program for instructions in filing a plan of study.

### **Change of Degree Objective**

A graduate student who desires to change from one degree program to another must secure the approval, in writing, of the Director of Graduate Studies and the new department. An application for degree status must be filed for the new degree program.

### **Degree Time Limitations**

A graduate student in a degree program who does not actively pursue a credit-bearing course of study at Geneseo for a period of three years automatically is separated from the college. Subsequently, such a student may apply for readmission.

If the student meets the admission standards in effect at the time of application for readmission, he or she may be admitted to a degree program current at that time. The Director of Graduate Studies, in consultation with the appropriate School, determines the courses completed prior to separation which are applicable to the degree program being pursued following readmission.

Only those credits which were earned within *six years* immediately prior to the completion of all degree requirements may be counted toward the Master's degree.

### **Transfer and Workshop Credit**

Transfer credits may be accepted as part of a graduate program if they are:

1. graduate level and from a graduate degree program;
2. relevant to the student's program;
3. from a fully accredited institution;
4. of "B" quality or higher;
5. less than five years old at the time of the student's first enrollment at Geneseo

Students already enrolled in a graduate program at Geneseo should consult with their advisor and department chair/program director prior to registering for courses which they wish to have transferred to their graduate program at the College. A maximum of six credits in graduate workshop courses may be accepted as part of a master's degree program. All graduate workshop courses are designated, numerically, as 579, or 679. Subtitles for each workshop course offering are listed in the semester *Master Schedule* of Course Offerings.

Workshops may be graded either on a Satisfactory/Unsatisfactory or regular grade basis. This information is contained in the course description of each specific workshop offering. S/U grades are not used in computation of students' grade-point averages.

The total of transfer and workshop credit accepted towards a master's degree may not exceed 12 hours. Candidates for the MA in Speech-Language Pathology may transfer a maximum of 3 hours.

### **Enrollment in Undergraduate Courses**

Credit toward a graduate degree may not be granted for coursework below the 400 level except following approval of a petition to the Director of Graduate Studies. In general, such approval shall be limited to unusual program circumstances adequately documented in petitions.

### **Master's Thesis (or Project)**

Master's degree candidates in several programs have the option to complete a thesis or project in partial fulfillment of degree requirements. Candidates should check the requirements of their specific program. The thesis is prepared under the direction of the major department and should demonstrate capacity for independent research, facility in organization and expression, and originality in thought. The thesis must receive the approval of the department graduate committee and the Director of Graduate Studies, and general guidelines for its preparation may be obtained from the Graduate Studies Office. Additional requirements and guidelines may be obtained from the candidate's department. A candidate considering completion of a thesis or project should review all guidelines with a faculty advisor before pursuing this choice. Students who anticipate selecting the thesis or project option should so notify the appropriate department office as early in their program as possible. A student must formally register his/her intention to make a thesis defense in the Graduate Studies Office. This registration should be done as soon as possible, but in no case later than two weeks prior to the defense.

A candidate for a thesis must:

1. be an admitted degree student;
2. have completed all major area course requirements and foreign language requirements by the end of the semester in which the thesis is written
3. be able to provide the examining committee with copies of the completed thesis a minimum of two weeks prior to the examination; and
4. have a graduate GPA of 3.00 or higher.

### **Comprehensive Examinations**

Master's degree candidates in several programs have the option to take a written comprehensive examination in partial fulfillment of degree requirements. Candidates should check the requirements of their specific program. The dates for the examination are set by each individual program but generally occur no later than two weeks prior to the end of the instructional period in which candidates expect to complete requirements for the master's degree. Early in their graduate program, candidates should contact the Dean of their department for specific information as to the nature of the comprehensive examination and for guidance in preparing for it. A student must register his/her intention to take a comprehensive examination with the School of Education. This registration should be done as soon as possible before the examination, but no later than two months prior to the examination.

A candidate for a comprehensive examination must:

1. be an admitted degree student;
2. be within six credits of graduation at the end of the semester in which the examination is taken;
3. have completed all major requirements and core area course requirements and foreign language requirements as specified in the candidate's program; and
4. have a graduate GPA of 3.00 or higher.

The comprehensive examination must be passed in its entirety (including all parts) before credit for the examination is awarded. A student failing all or part of an examination may request a second attempt to pass the test. The student's request should be made in writing to the supervising department, with a copy to the Graduate Studies Office, no later than thirty days after formal receipt of the failing grade notice. Second attempts will be made in the next scheduled offering of the examination unless special arrangements have been approved by the academic department(s) in question. Failure on the second attempt of all or any part of a comprehensive examination will subject a student to academic dismissal from the program. Candidates cannot attempt the comprehensive examination more than twice, with a retest of any part considered another attempt. Following an unsuccessful first attempt, the candidate cannot elect another terminal option such as a thesis or comprehensive project. Copies of the College Policies governing the administration of comprehensive examinations are available in the Graduate Studies Office and the appropriate department offices.

## FINANCIAL INFORMATION

### Tuition and Fees

Please visit [http://www.geneseo.edu/student\\_accounts](http://www.geneseo.edu/student_accounts) for detailed and up-to-date information about tuition and fees.

### Financial Assistance

Financial aid programs are governed by federal or state regulations and are subject to change at any time. The most recent information is available in the Financial Aid Office, Erwin 104. All students seeking financial assistance are required to complete and submit the Free Application for Federal Student Aid (FAFSA). Financial assistance is available to those who qualify through the following programs:

1. Tuition Assistance Program (TAP)
2. Federal Perkins Loan
3. Federal Work-Study (FWS)
4. Stafford Loan

A number of full-time graduate assistantships are available each year to well-qualified degree candidates. Full-time graduate assistantships include a stipend and a waiver of tuition per academic year. Assistants are required to apply for Tuition Assistance Program awards which, if received, constitute part of the assistantship. Recipients of full-time graduate assistantships must register for 8 to 10 hours of course work each semester and are expected to assist their designated department up to 20 hours per week. Applications for graduate assistantships may be obtained from the Office of Graduate Studies, Erwin 106 or specific departments. Former EOP, HEOP, and SEEK undergraduates may be eligible for the Graduate Opportunity Program Tuition Scholarship. Applicants must be enrolled as full-time matriculated students in a graduate program at SUNY Geneseo. Acceptance into the program is determined based on the number of scholarships allocated to the campus. Applications may be obtained online or from the Office of Graduate Studies in Erwin 106.

## REGISTERING FOR COURSES

For new graduate students, Kelly Hoag will register you for your first semester of courses. Please send an email to Kelly Hoag ([hoag@geneseo.edu](mailto:hoag@geneseo.edu)) with a list of courses that you wish to take. Make sure you include your name, your G00#, the course titles, and the course CRN's. When pre-registration begins for your second semester of classes, you will be able to register by yourself through Knightweb. For questions regarding graduate course registration contact Kelly Hoag in the Graduate Office.

### Knightweb/Geneseo Student I.D. Numbers

Students use Knightweb in order to access their personal, registration, financial aid, and records information. If you have never used Knightweb before and do not know your Geneseo Student I.D. number, please contact Kelly Hoag. It would be a good idea to memorize this number as you will be using it often.

### Graduate Course Numbering System

Courses numbered 600-699 are open only to matriculated graduate students majoring in the discipline offering them; those numbered 500-599 are open to all graduate students who fulfill prerequisites listed. Undergraduate courses are numbered 100-499. Undergraduate courses may be taken for graduate credit only upon special approval from the Director of Graduate Studies. Such petitions are only rarely accepted.

### **Prerequisites**

Certain courses list one or more prerequisites, which are usually indicated by department and course numbers. Satisfactory completion of the prerequisite course(s) is expected before registration for the advanced courses. Prerequisites are instituted to assist students in avoiding courses for which they are not adequately prepared and to maintain academic and/or instructional standards.

If a student believes he/she had “equivalent” preparation for a prerequisite, he/she may request a waiver of the prerequisite from the course instructor and/or program coordinator. The term “concurrently” or “co-requisite” means that simultaneous registration in whatever is indicated must be maintained as long as the student remains registered in the original course. Previous completion of that which is so labeled also satisfies the requirement. In all cases, it is the student’s responsibility to abide by prerequisite statements. Doubts about eligibility should be resolved by consulting an academic advisor, the instructor of the course, or the School concerned.

### **Course Load**

Course loads are determined by the department/program and the student in consultation with a student’s academic advisor. The maximum load for full-time graduate students during the regular academic year is 12 hours per semester. During the Summer Sessions, the maximum load may exceed this limit where program requirements and course rotations necessitate. A petition to carry more than the maximum load during the Summer Session must be approved in writing by the student’s advisor, the Dean or program coordinator in the School, and the Director of Graduate Studies.

### **Directed and Independent Study Courses**

Class sections usually are held on bases of frequency, location, and time agreed upon mutually by instructors and students, rather than on the published standardized schedule to which most courses conform. Course requirements are completed by students on an independent, individualized basis, under the guidance and supervision of members of the faculty. Within a single discipline or combinations thereof, students engage in academic pursuits such as: (1) conducting research and reporting results; (2) investigating problems and presenting and/or discussing conclusions; (3) reading intensively in the discipline(s); and (4) studying advanced subject matter content relating to a selected subject, special topic, or specific area. Opportunities for directed study are available in many of the content and departmental areas at the College. The levels at which such study can be undertaken vary, but the numbers of such courses usually end in “99.” The permanent records of students who enroll in these courses are noted “DS/”, followed by a specified, brief title.

### **Interdepartmental and Interdisciplinary Courses**

Such courses carry an INTD designation and often are taught by instructors from, and taken by students in, multiple departments or general academic areas. It is the belief of members of the academic community that certain content is appropriately taught and strengthened by an interdepartmental or interdisciplinary approach.

### **Withdrawal from Course(s)**

A student may withdraw from a course and receive a grade of “W” before the posted withdrawal deadline. The form appropriate for this procedure can be obtained from the Record’s Office or the Office of Graduate Studies. A “W” grade is not recorded unless the entire withdrawal process, including the filing of all necessary forms with the Director of Graduate Studies, is completed by the withdrawal deadline date. A “W” grade is not computed in determining a student’s grade-point average.

### **Auditing Courses**

Auditing courses offered by the School of Education requires the permission of both the instructor of the course and the Dean of the School of Education. Library privileges are available. Auditing is not available for courses offered by the School of Business. Auditors receive no formal recognition, nor are they required to meet course requirements.

## **ACADEMIC POLICIES**

### **Grading System**

The grade point average defines the level of scholarship achieved by a student. It is used in determining scholastic standing and in establishing eligibility for honors. The average is computed by dividing the “quality points” earned by “credits carried.” “Carried credits” include all those for courses in which grades of A, A-, B+, B, B-, C+, C, C-, D, or E are received. Quality points are awarded as follows for each of these assigned final grades:

Final Grade	Quality points per credit	Final Grade	Quality points per credit
A	4.0	C+	2.3
A-	3.7	C	2.0
B+	3.3	C-	1.7
B	3.0	D	1.0
B-	2.7	E	0.0

### Grade point average

The “grade point average” defines the level of scholarship achieved by a student. The average is computed by dividing “quality points earned” by the “credits carried”. “Carried” hours include all those courses in which grades of A, A-, B+, B, B-, C+, C, C-, D, and E are recorded. Determination of a *sample* grade point average for a semester follows:

SUBJ and Number	Grade	Credits	Quality Points
CURR 538	A	3	12.0
CURR 540	A-	3	11.1
EDUC 640	B	3	9.0
SPAN 599	B-	3	8.1
Totals		12	40.2
GPA=3.35			

The grade point average in the example above equals 40.2 (quality points) divided by 12 (credits carried) = 3.35, which indicates a level of scholarship above a B (3.00) for the semester. (*Note: Grade point averages are truncated to two decimal places, with no rounding up from a third decimal place.*)

No other grades received at the College (e.g., P or S) earn quality points. Grades in courses taken at other schools and accepted in transfer do not earn quality points at Geneseo. At the end of each semester two grade point averages are computed: one for the “Current Semester” (which reflects the results only of courses carried in the semester just completed) and the other for the “Cumulative Record” (which reflects the results of all courses carried to date at the College). Grade point averages calculated for students with “Incomplete” designations on their records are not official; the official computation is done when final grades have replaced any “I” and have been recorded.

### S/U Grades

Grades of satisfactory (S) and unsatisfactory (U) are used to evaluate performance in certain graduate courses including some workshop courses and practica. A grade of S indicates credit earned, and a grade of U indicates no credit awarded. Grades of S or U are not included in the computation of the grade-point average. Geneseo does not accept S grades (or its equivalent) from other institutions for transfer credit.

### Pass-Fail Option

A graduate student may *not* elect the pass-fail option for any course.

### “SP” Designation

“SP” (Satisfactory Progress) is used to report a student’s status in research courses when engaged in work which extends beyond one semester. When the work is completed, the “SP” is converted to a final letter grade assigned by the instructor. Credits for such courses are not computed in determining a student’s GPA until a final letter grade has been recorded.

### Incomplete

An “I” (Incomplete) is a temporary grade given at the discretion of the instructor if he/she believes it is inadvisable or impossible for a student to complete the work of a course at the scheduled time for reasons clearly beyond the student’s control. The “I” must be removed before the completion of the fall or spring semester following the term in which it was recorded, after which the I may be converted to an E at the discretion of the College. An extension of time, because of special circumstances, may be granted by the Director of Graduate Studies. The Records Office notifies the student, the instructor of the course, and the student’s advisor whenever an “Incomplete” becomes a failure.

### Repeated Courses

In general, matriculated students in graduate courses may repeat a course in which they have received a failing grade. (Some restrictions apply, including some student teaching placements and other practica. Students should consult individual department offices for specific restrictions.) Any course in which a student earns a passing grade may NOT be repeated for credit. Should a student enroll in a course successfully completed in a previous semester, the credit hours earned will not be included in the student’s total hours earned nor will the second grade earned be included in the student’s cumulative average. In addition, the course will be marked “REPEAT” on the student’s transcript. Contact the Financial Aid office, Erwin 104, regarding the impact of repeating courses on financial aid eligibility.

### Appeal of Grades

A student who believes an instructor has assigned a grade which is either unfair or punitive for non-academic reasons, who has consulted the instructor, and who is still unsatisfied, may request a review of the grade by using the College policy on grade appeals. Specific information on the procedures can be obtained from the Office of Graduate Studies.

### **Academic Advisement**

Degree candidates in all programs are assigned advisors in their major field upon the recommendation of the chair/program director of their departments. Advisors provide counsel and assistance, but the responsibility for seeking advisement and fulfilling degree requirements rests with the student. Normally, non-matriculated students are not assigned advisors. Periodic advisement with the Director of Graduate Studies is required for all non-degree students.

## **ACADEMIC STANDARDS**

### **Minimum Competence Requirement**

Master's candidates in any teacher education program must satisfy the 3.0 cumulative grade point average requirement to continue in their Master's program and to graduate. A grade of C or better is required for each of the courses in their program, and any course in which the candidate has earned less than a C cannot be used to meet program requirements.

### **Good Academic Standing**

Graduate students whose cumulative graduate grade-point average falls below 3.0 but higher than the dismissal level specified above receive a letter of academic warning from the Director of Graduate Studies. While these students are considered in good academic standing at the College, they are reminded that a cumulative grade-point average of 3.00 is required for the master's degree. They may also wish to seek assistance from their advisor, department chair/program director, the Director of Graduate Studies, or the Counseling Office

*Students receiving financial aid are required to attain satisfactory progress toward a master's degree by completing a minimum number of credits per semester. Please contact the Financial Aid Office, Erwin 104 for more information.*

### **Academic Probation**

Students are placed on Academic Probation if they fail to:

1. remove schedule deficiencies;
2. satisfy provisional admission conditions;
3. attain a 2.75 grade-point average after the completion of 12 credits of graduate courses accepted toward his/her program;
4. attain a 2.87 grade-point average after the completion of 24 credits of graduate courses accepted toward his/her program;
5. attain the necessary 3.0 grade-point average within the hourly requirements prescribed for the degree. Upon successful petition to the Director of Graduate Studies, and with the recommendation of the department, a candidate may be granted permission to take a maximum of six additional hours in an effort to attain the required grade-point average;
6. meet individual departmental standards;
7. successfully complete all or any part of a comprehensive examination on the second attempt.

The student will be informed of this action by the Director of Graduate Studies. Within 30 days of the date of this notice the student may appeal the decision. Appeals must be submitted to the Office of Graduate Studies in Erwin 106.

## **ACADEMIC DISHONESTY POLICY**

### **Plagiarism**

Plagiarism is the representation of someone else's words or ideas as one's own, or the arrangement of someone else's material(s) as one's own. Such misrepresentation may be sufficient grounds for a student's receiving an "E" grade for the paper or presentation involved or may result in an "E" grade being assigned as the final grade for the course.

Any one of the following constitutes evidence of plagiarism:

1. direct quotation without identifying punctuation and citation of source;
2. paraphrase of expression or thought without proper attribution;
3. unacknowledged dependence upon a source in plan, organization, or argument.

Please visit [https://www.geneseo.edu/dean\\_office/dishonesty](https://www.geneseo.edu/dean_office/dishonesty) for information on Student Academic Dishonesty Policy and Procedures.



# ADDITIONAL INFORMATION FOR NEW STUDENTS

## **Geneseo I.D. Cards**

In order to receive your Geneseo I.D. card, you must have already registered for your first semester courses. Bring a print-out of your class schedule along with your driver's license to: Campus Auxiliary Services in Blake A 108. You can print a copy of your course schedule directly from Knightweb. When you are in the office, you will have your picture taken and receive your I.D. card. There is a fee to replace a lost card.

## **Campus Correspondence**

As a graduate student, you will not have an on-campus mailbox. All mailings will be sent directly to your off-campus/permanent mailing address. E-mail is the primary means of communication between faculty, staff, and students. Your Geneseo e-mail address is listed on Knightweb under the Personal Information Menu.

## **Parking Permits**

If you will be driving to and parking on campus while taking classes, you must have a parking permit and park in the commuter parking lots. In order to obtain a parking permit, visit the Parking Services web site at <http://www.geneseo.edu/pts>.

## **Library Use**

Milne Library is open for use by all students. You will need to have your Geneseo I.D. card with you in order to sign out materials from the library. To use the computers, your username and password are the same as your email address and password.

## **my.geneseo.edu**

From the my.geneseo.edu portal, you can access you email account, your academic records, your financial balances. You can customize your page with links to your favorite websites and other customization options.

## **Transcripts**

A transcript reflects the results of courses in which the student was registered at the College. In addition, when applicable, they indicate either the date of graduation and the degree conferred or the date of withdrawal or dismissal. Students may request official transcripts of their permanent records by contacting the Registrar's Office in Erwin 102 or visiting <http://www.geneseo.edu/registrar/transcript-information>.

## **Disability Services**

The Office of Disability Services provides assistance and coordinating support services for students who have various impairments, facilitating access to programs, services, and campus facilities by the removal of architectural barriers and the initiation of program changes. The Office serves any full-time or part-time Geneseo student with a qualified permanent disability which limits one or more of life's major activities (walking, talking, seeing, hearing, breathing, learning, etc.); this includes students with mobility, sensory, communication, mental or learning differences, as well as those with basic health impairments or "hidden disabilities" (epilepsy, diabetes, rheumatism, cancer, alcoholism, etc.) It is up to the individual student to choose whether to take advantage of any of Disability Service's offerings. Students anticipating use of support services should contact the Office of Disability Services in Erwin 22 as soon as possible to discuss accommodations.

## **Equal Opportunity/Affirmative Action**

The State University of New York College at Geneseo actively supports equal opportunity for all persons and takes affirmative action to see that both the total student and employee populations at the College enjoy equal opportunities. The College is based upon the academic and personal qualifications of applicants and is granted without regard to age, color, disability, marital status, national origin, sex, sexual orientation, religion, race, or status as a disabled or Vietnam-era veteran. Financial assistance, within the limits of resources available, is provided on an equal basis to all qualified students, including minorities and women, who are making satisfactory progress toward a degree. The College makes its placement services available only to those firms and school systems which comply with existing equal opportunity laws, and so informs all clients and potential employers. Employers who seek to restrict applicants to a particular race, color, religion, national origin, age, marital status, or sex (except in limited cases where sex is a bona fide occupational qualification) are not served; nor are employers who fail to depict minorities, women, and individuals with disabilities in a favorable light in promotional literature or other materials. The College encourages the development of courses which are relevant to the experiences of, and facilitates and supports appropriate expansion of research materials dealing with, minorities and women. The College encourages the involvement of students, faculty, and administrators, including those who are members of minority groups, in the affairs of the community.

## **Student Records**

The Family Educational Rights and Privacy Act of 1974 permits current or former students to inspect College educational records pertaining to them as individuals and to obtain copies for a fee. Students are also accorded a right to question the content of a record and to receive a formal hearing if dissatisfied with responses to such questions. Written consent from a student is required before personally identifiable information can be released from the individual educational record in all cases except those specifically exempted by law.

# M.S. in Accounting

**Denise Rotondo**, Dean of the School of Business ([www.geneseo.edu/business](http://www.geneseo.edu/business))

**Harry Howe**, Program Coordinator for M.S. in Accounting

Distinguished Service Professor: D. Strang Professors: I. Alam, C. Annala, A. Gu, H. Howe, A. Jassawalla, P. Markulis, M. Mitschow. Associate Professors: S. Chen, R. Gifford, J. Gutenberg, M. Schinski, C. Shin. Assistant Professors: L. Gao, M. Lee, F. Sheikh, L. Stone. Lecturers: B. Boyd, J.T. Nolan, J. Quinn Adjunct Lecturers: J. Fasoldt, R. Gargano, R. Landy, M. Partapurwala, K. Revekant, P. Scipione, S. Shimick, M. Towner.

## PROGRAM DESCRIPTION

The Masters in Accounting Program in the School of Business at SUNY Geneseo meets the New York State CPA licensure requirements, as well as providing skills and knowledge expected for superior performance in the increasingly demanding accounting profession. Designed to be a full-time program, students will normally complete the degree in one year. This time frame enhances the linkages between the courses in the program. The five accounting courses cover topics in financial, managerial, and tax accounting, advanced audit and a capstone in financial accounting theory and research. Courses with a management or economics prefix cover information systems, quantitative methods, managerial economics, advanced financial management and electives.

The academic schedule includes two courses in the summer and four each in the fall and spring semesters. Small classes, accessible faculty and carefully designed curriculum all reflect the high quality of Geneseo's accounting program.

Geneseo's MS in Accounting has been designed to satisfy the New York State Dept. of Education requirements for CPA licensure, which consists of a bachelor's or higher degree and 150 credits in areas which include but are not limited to at least:

- 33 semester hours of accounting including each of the following content areas:
  - Financial Accounting and Reporting Taxation
  - Cost or Management Accounting Audit and Attestation Services
- 36 credits of business

The curriculum must also include either as a standalone course work or as content integrated in other courses: coverage of business or accounting communications, ethics and professional responsibility, and accounting research.

Please visit [http://www.geneseo.edu/graduate\\_admissions](http://www.geneseo.edu/graduate_admissions) for detailed information about the application process.

## PROGRAM REQUIREMENTS

			Total: 30 credits
A.	Management:		12 credits
	MGMT 500	Leadership in Organizations	3
	MGMT 511	Financial Management	3
	MGMT 522	Quantitative Analysis	3
	MGMT 550	Information Systems Theory and Practice	3
B.	Accounting:		15 credits
	ACCT 502	Advanced Financial Accounting	3
	ACCT 503	Strategic Management Accounting	3
	ACCT 510	Advanced Taxation Accounting	3
	ACCT 520	Advanced Auditing Theory	3
	ACCT 530	Accounting Theory and Research	3
C.	Economics:		3 credits
	ECON 525	Managerial Economic Analysis	3

**The M.S. in Accounting courses will be offered in the following rotation:**

Summer

MGMT 522 Quantitative Analysis  
MGMT 550 Information Systems Theory and Practice

Fall

ACCT 502 Advanced Financial Accounting  
ACCT 510 Advanced Taxation Accounting  
MGMT 511 Financial Management  
ECON 525 Managerial Economic Analysis

Spring

ACCT 503 Strategic Management Accounting  
ACCT 520 Advanced Auditing Theory  
ACCT 530 Accounting Theory and Research  
MGMT 500 Leadership in Organizations

***For additional information, contact:***

Dr. Harry Howe Director, MS Accounting Professor, Accounting  
School of Business, SUNY-Geneseo  
(585) 245-5465  
[howeh@geneseo.edu](mailto:howeh@geneseo.edu)

For descriptions of graduate courses visit: <https://knightweb.geneseo.edu>, then click on **Course Catalog** and follow the links to select Graduate for **Level** and select by appropriate course prefix for **Subject**.

# M.S. in Education

**Anjoo Sikka**, Dean of the School of Education ([www.geneseo.edu/education](http://www.geneseo.edu/education))

**Susan Salmon**, Program Coordinator for Graduate Programs

Distinguished Service Professor: D. Showers Professors: E. Balajthy, D. Granger, D. Marozas, J. Morse, L. O'Brien, K. Rommel-Esham. Associate Professors: M. Jensen, C. Kreutter, D. MacKenzie, S. Peck, L. Steet, K. Sugarman, A. Urso, L. Ware. Assistant Professors: P. Barber, E. Hall, K. Keegan, B. Morgan. Visiting Assistant Professor: S. Henry, J. King Adjunct Faculty: E. Brown, J. Galante. Director of Student Success: T. Peterson Director of Student Teaching: D. Watts Field Experience Coordinator: T. Riordan Xerox Center for Multicultural Teacher Education: S. Norman NCATE Coordinator: J. Williams

## EARLY CHILDHOOD EDUCATION (Birth – Grade 2)\*

\*Please note that this program is only offered when enrollment numbers allow: minimum of 10 students required.

### PROGRAM DESCRIPTION

This Master's degree program is open to applicants who have their initial teaching certification in Early Childhood Education, Childhood Education, Childhood Education with Special Education, or Special Subjects (Birth-Grade 2). The program is designed to allow students with initial certification in Early Childhood Education to obtain professional certification in Early Childhood Education and to allow students with other areas of initial certification to obtain professional certification in that area and to add initial certification in Early Childhood Education.

Please visit [http://www.geneseo.edu/graduate\\_admissions](http://www.geneseo.edu/graduate_admissions) for detailed information about the application process.

### PROGRAM REQUIREMENTS

Total: 33-39 credits			
A.	Foundational Courses (must be completed by all students):		6 credits
	EDUC 601 OR EDUC 603	Nature of Learning: Philosophical and Psychological Foundations of Education OR The School and Society	3
	EDUC 604	Educational Inquiry, Evaluation, and Statistics	3
B.	Pedagogical Content Courses:		15-18 credits
	ECED 641	Child Development and Assessment in Early Education	3
	ECED 642	Advanced Curriculum Development in Early Education	
	ECED 643	Policy Issues and Programs in Early Education	3
	ECED 644	Family Relations in Early Education	3
	ECED 646	Language and Literacy Across the Early Childhood Curriculum	3
	ECED 645*	Action Research Seminar in Early Education (optional)*	0-3
C.	Electives under advisement selected from any graduate course offering		3-6 credits
D.	Internship:		6 credits
	ECED 647: Leadership/Inquiry Internship in Early Education: (a) To be taken in 2-hour segments and repeated in 1 or more setting for 6 hours; (b) Includes minimum of 50 hours plus 20 days in early childhood classroom at prekindergarten, kindergarten, and grade 1 or 2 levels, if no prior experiences at these levels		6
E.	Culminating Experience: A comprehensive examination, <b>OR</b> a videotape of a research/leadership project presentation plus a project paper (*requires EDUC 645), <b>OR</b> a thesis under the guidance of an advisor (*requires EDUC 645).		

For descriptions of graduate courses visit: <https://knightweb.geneseo.edu>, then click on **Course Catalog** and follow the links to select Graduate for **Level** and select by appropriate course prefix for **Subject**.

# TEACHING OF READING AND LITERACY (Birth – Grade 12)

## PROGRAM DESCRIPTION

The Reading and Literacy B-12 program is clinically based and requires candidates to work directly with students on developing reading proficiencies. The program prepares candidates to teach and administer literacy efforts in a B-12 setting meeting the diverse needs of students. Emphasis is placed on knowledge of research methods, findings in the field, diagnosis and instruction in meeting students' individual needs. As their capstone experience, candidates will take two semesters of CURR 613 Practicum: Meeting the Needs of Diverse Readers, an intensive practicum experience in reading and CURR 635: Action Research in Reading and Literacy where they will design and implement an action research project.

Applicants to the Literacy B-12 program must hold initial classroom teaching certification. Successful completion of the program will yield professional certification in Literacy B-12.

Please visit [http://www.geneseo.edu/graduate\\_admissions](http://www.geneseo.edu/graduate_admissions) for detailed information about the application process.

## PROGRAM REQUIREMENTS

Total: 36 credits			
A.	Core of Common Learnings:	21 credits	
	CURR 610	Foundations of Literacy Education	3
	CURR 611	Methods & Materials in Reading and Literacy	3
	CURR 612	Diagnosis and Assessment in Reading and Literacy	3
	CURR 613*	Practicum: Meeting the Needs of Diverse Readers: B-6	3
	CURR 613*	Practicum: Meeting the Needs of Diverse Readers: 5-12	3
	CURR 635	Action Research in Reading/Literacy	3
	EDUC 604	Educational Inquiry, Evaluation, and Statistics	3
B.	Foundation of Education: Choice of <b>either</b> :	3 credits	
	CURR 540	Content Area Reading and Literacy in the Secondary School <b>OR</b>	3
	CURR 620	Teaching Reading for Secondary, College and Adult Students	
C.	Literacy Electives - you must choose <b>three</b> Literacy electives. Here is a partial list to choose from:	9 credits	
	CURR 536	Teaching Young Adult Literature in the 7-12 Curriculum	3
	CURR 538	Teaching Children's Literature	3
✓	CURR 540	Content Area Reading and Literacy in the Secondary School	3
	CURR 620	Teaching Reading for Secondary, College and Adult Students	3
	CURR 630	Language Arts	3
	CURR 640	The Writing Process Pre K-8	3
D.	Elective under advisement selected from any graduate course offering	3 credits	
E.	Final Evaluation: *Degree candidates must successfully complete a field-centered research project under the guidance of an advisor (CURR 535) and 6 credits of clinical practica (CURR 513). Final written reports of research projects must conform to the School of Education guidelines and the format prescribed by the style manual of the American Psychological Association or Turabian, <i>A Manual of Style</i> (University of Chicago Press).		

For descriptions of graduate courses visit: <https://knightweb.geneseo.edu>, then click on **Course Catalog** and follow the links to select Graduate for **Level** and select by appropriate course prefix for **Subject**.

# TEACHING IN MULTICULTURAL EDUCATION (Grades 1-6)

## PROGRAM DESCRIPTION

This Master's program is open to applicants who have the *initial* classroom teaching certificate for teaching at the Childhood level. The graduate program for Teaching in Multicultural Education (TIME) will add to students' undergraduate knowledge of teaching and learning in grades 1-6 schools by focusing on the multicultural dimensions of education in a diverse society. The program will begin with a core component that will address the philosophical, psychological, and social dimensions of multicultural education, focusing on critical pedagogy, multicultural materials, and methods that are social constructivist, antiracist, and global in perspective. The program will include a research component, in which students will take a research course, and design and complete a project or a thesis, according to revised guidelines for projects and theses.

Please visit [http://www.geneseo.edu/graduate\\_admissions](http://www.geneseo.edu/graduate_admissions) for detailed information about the application process.

## PROGRAM REQUIREMENTS

Total: 34-36 credits			
A. Core of Common Learnings:		18 credits	
EDUC 578	Creating a Multicultural Classroom		3
EDUC 601	Philosophical and Psychological Assumptions about the Nature of Learning		3
EDUC 603	The School and Society		3
EDUC 604	Educational Research Methodology		3
CURR 632	Mathematics, Science and Technology Methods in the Elementary Classroom I		3
CURR 633	Mathematics, Science and Technology Methods in the Elementary Classroom II		3
B. Pedagogical Content Courses:		6 credits	
CURR 630 <b>OR</b> EDUC 660	Language Arts for the Elementary School <b>OR</b> Theory and Practice of Multicultural Education: (Language Arts subtitle)		3
CURR 631 <b>OR</b> EDUC 660	Multicultural Social Studies Methods for the Elementary School <b>OR</b> Theory and Practice of Multicultural Education: (Social Studies subtitle)		3
C. Two elective courses chosen from among CURR 630 (if not already taken), CURR 631 (if not already taken), the EDUC 660 series (different subtitles), EDUC 588 or other graduate course offerings chosen under advisement.		6 credits	
D. Culminating Experience:		4-6 credits	
EDUC 699	Independent Study		1-3
EDUC 620	Master's Thesis or Project Research		3

For descriptions of graduate courses visit: <https://knightweb.geneseo.edu>, then click on **Course Catalog** and follow the links to select Graduate for **Level** and select by appropriate course prefix for **Subject**.

# ADOLESCENCE CERTIFICATION

## PROGRAM DESCRIPTION

Students who complete this program are eligible for New York State professional certification in Adolescence Education (7-12). Five areas of academic specialization in 7-12 are available: English, French, Mathematics, Social Studies, and Spanish.

## ENGLISH SPECIALIZATION

**Paul Schacht**, Chair (<http://www.geneseo.edu/english>)

Distinguished Teaching Professors: R. Herzman, B. McCoy, E. Stelzig. Professors: K. Asher, M. Blood, R. Doggett, G. Drake, C. Easton, E. Gillin, T. Greenfield, R. Hall, M. Lima, C. Long, J. Walker. Associate Professors: K. Cooper, G. Paku, A. Rutkowski, C. Woidat. Assistant Professors: K. Gentry, J. Okada, L. Smith. Lecturers: I. Belyakov, J. Fenn, W. Harrison, C. Perri, S. West. Adjunct Faculty: C. Anderson, C. Beltz-Hosek, J. Eddy, T. Ellis, N. Folts, C. Guyol, E. Herzman, W. Kennison, A. Leslie, G. McClure, T. Metzger, M. Millard, D. Munnell, A. Pankratz.

Students who complete this program are eligible for New York State professional certification for teaching English at the Adolescence level.

Please visit [http://www.geneseo.edu/graduate\\_admissions](http://www.geneseo.edu/graduate_admissions) for detailed information about the application process.

## PROGRAM REQUIREMENTS

			Total: 33 credits
A. Core Area of Study:			15 credits
CURR 536	Teaching Young Adult Literature		3
EDUC 601	Philosophical and Psychological Assumptions about the Nature of Learning		3
EDUC 603	The School and Society		3
EDUC 604	Educational Research Methodology		3
EDUC 625	Studies in English Education		3
B. Department Area of Study: Four courses selected from graduate English offerings			12 credits
C. Electives under advisement selected from any graduate course offering			3 credits
D. Culminating Experience:			3 credits
CURR 635	Action Research: Action Research in Reading & Literacy		3

For descriptions of graduate courses visit: <https://knightweb.geneseo.edu>, then click on **Course Catalog** and follow the links to select Graduate for **Level** and select by appropriate course prefix for **Subject**.

## FRENCH SPECIALIZATION

**Lori Bernard**, Chair ([http://go.geneseo.edu/languages\\_and\\_literatures](http://go.geneseo.edu/languages_and_literatures) )

Professor: B. Evans. Associate Professors: L. Bernard, J. Gomez, C. Klima, R. McEwen. Assistant Professors: K. Adabra, K. Matthews. Visiting Assistant Professors: C. Agostinelli, K. Fredericks. Lecturer: F. Brea, N. Sarrab, E. Silvaggio-Adams. Adjunct Faculty: A. Aljaysh, A. Betts, S. Circe, W. Heller, W. Kennison, D. Owens, R. Ptak, J. Samudio, J. Tang, T. Tewksbury, R. Vallejo.

Students who complete this program are eligible for New York State professional certification for teaching French at the Adolescence level.

Please visit [http://www.geneseo.edu/graduate\\_admissions](http://www.geneseo.edu/graduate_admissions) for detailed information about the application process.

### PROGRAM REQUIREMENTS

Total: 26-39 credits			
A.	Core Area of Study:		6 credits
	EDUC 601	Philosophical and Psychological Assumptions about the Nature of Learning	3
	EDUC 603	The School and Society	3
B.	Department Area of Study: Four courses selected from graduate French offering		12 credits
C.	Electives under advisement selected from any graduate course offering		9-15 credits
D.	Culminating Experience: The completion of a comprehensive examination <b>OR</b> a thesis in the target language under the guidance of a faculty advisor in the Department of Foreign Languages. The choice must be registered with the Dean of the School of Education. Theses must conform to the guidelines approved by the College and the School of Education. Theses format must conform to that prescribed by the <i>MLA Style Manual and Guide to Scholarly Publishing</i> .		0-6 credits

For descriptions of graduate courses visit: <https://knightweb.geneseo.edu>, then click on **Course Catalog** and follow the links to select Graduate for **Level** and select by appropriate course prefix for **Subject**.



## MATHEMATICS SPECIALIZATION

**Christopher Leary**, Chair (<http://www.geneseo.edu/math>)

Distinguished Teaching Professors: G. Towsley, O. Nicodemi. Professors: D. Baldwin, C. Leary, A. Macula. Associate Professors: B. Esham, C. Haddad, A. Heap, J. Johannes, A. Kedzierawski, P. Rault, M. Sutherland, C. Tang. Assistant Professors: Y. Bilgic, M. Pawlikowski, L. Smith. Lecturers: D. Dussault, D House, E. Harris, S. McKenna, G. Reuter, B. Stewart. Visiting Assistant Professors: A. Beeson. Adjunct Faculty: A. Rose, F. Szucs.

Students who complete this program are eligible for New York State professional certification for teaching Mathematics at the Adolescent level.

Please visit [http://www.geneseo.edu/graduate\\_admissions](http://www.geneseo.edu/graduate_admissions) for detailed information about the application process.

### PROGRAM REQUIREMENTS

Total: 30-36 credits		
A.	Core Area of Study:	12 credits
	EDUC 601 Philosophical and Psychological Assumptions about the Nature of Learning	3
	EDUC 603 The School and Society	3
	EDUC 604 Educational Research Methodology	3
	INTD 610 Seminar on Secondary School Mathematics & Pedagogy	3
B.	Department Area of Study: Four courses selected from graduate Mathematics offerings	12 credits
C.	Electives under advisement selected from any graduate course offering	3-6 credits
D.	Culminating Experience: Research project conducted under the supervision of a faculty member from the Department of Mathematics and/or the School of Education. Theses format must conform to that prescribed by the <i>MLA Style Manual and Guide to Scholarly Publishing</i> .	3-6 credits

For descriptions of graduate courses visit: <https://knightweb.geneseo.edu>, then click on **Course Catalog** and follow the links to select Graduate for **Level** and select by appropriate course prefix for **Subject**.

## SOCIAL STUDIES SPECIALIZATION

### PROGRAM DESCRIPTION

The specialization in Social Studies is administered by the Departments of **Geography** (<http://www.geneseo.edu/geography>); **Anthropology** (<http://www.geneseo.edu/anthropology>); **Economics** (<http://www.geneseo.edu/business>), **Sociology** (<http://www.geneseo.edu/sociology>); **Political Science** ([http://www.geneseo.edu/political\\_science](http://www.geneseo.edu/political_science)); and **Psychology** (<http://www.geneseo.edu/psychology>).

Students who complete this program are eligible for New York State professional certification for teaching Social Studies at the Adolescence level.

Please visit [http://www.geneseo.edu/graduate\\_admissions](http://www.geneseo.edu/graduate_admissions) for detailed information about the application process.

### PROGRAM REQUIREMENTS

Total: 34 credits			
A.	Core Area of Study:	16 credits	
	EDUC 601	Philosophical and Psychological Assumptions about the Nature of Learning	3
	EDUC 603	The School and Society	3
	EDUC 604	Educational Research Methodology	3
	EDUC 640	Reading in the Content Areas: Secondary	3
	INTD 697	Interdepartmental Seminar in the Social Studies	3
	INTD 690	Seminar in Secondary Education	1
B.	Department Area of Study: Four courses selected from graduate offerings in: History, Geography, Anthropology, Economics, Sociology, Political Science, or Psychology	12 credits	
C.	Electives under advisement selected from any graduate course offering	3 credits	
D.	Culminating Experience: Research project conducted under the supervision of a faculty member from the social sciences faculty and/or the School of Education. The theses format must conform to that prescribed by the <i>MLA Style Manual and Guide to Scholarly Publishing</i> .	3 credits	

For descriptions of graduate courses visit: <https://knightweb.geneseo.edu>, then click on **Course Catalog** and follow the links to select Graduate for **Level** and select by appropriate course prefix for **Subject**.

## SPANISH SPECIALIZATION

**Lori Bernard**, Chair ([http://go.geneseo.edu/languages\\_and\\_literatures](http://go.geneseo.edu/languages_and_literatures) )

Professor: B. Evans. Associate Professors: L. Bernard, J. Gomez, C. Klima, R. McEwen. Assistant Professors: K. Adabra, K. Matthews. Visiting Assistant Professors: C. Agostinelli, K. Fredericks. Lecturer: F. Brea, N. Sarrab, E. Silvaggio-Adams. Adjunct Faculty: A. Aljaysh, A. Betts, S. Circe, W. Heller, W. Kennison, D. Owens, R. Ptak, J. Samudio, J. Tang, T. Tewksbury, R. Vallejo.

Students who complete this program are eligible for New York State professional certification for teaching French at the Adolescence level.

Please visit [http://www.geneseo.edu/graduate\\_admissions](http://www.geneseo.edu/graduate_admissions) for detailed information about the application process.

### PROGRAM REQUIREMENTS

Total: 26-39 credits			
A.	Core Area of Study:		6 credits
	EDUC 601	Philosophical and Psychological Assumptions about the Nature of Learning	3
	EDUC 603	The School and Society	3
B.	Department Area of Study: Four courses selected from graduate Spanish offering		12 credits
C.	Electives under advisement selected from any graduate course offering		9-15 credits
D.	Culminating Experience: The completion of a comprehensive examination <b>OR</b> a thesis in the target language under the guidance of a faculty advisor in the Department of Foreign Languages. The choice must be registered with the Dean of the School of Education. Theses must conform to the guidelines approved by the College and the School of Education. Theses format must conform to that prescribed by the <i>MLA Style Manual and Guide to Scholarly Publishing</i> .		0-6 credits

For descriptions of graduate courses visit: <https://knightweb.geneseo.edu>, then click on **Course Catalog** and follow the links to select Graduate for **Level** and select by appropriate course prefix for **Subject**.